

**Loveland Downtown Development Authority
Meeting Minutes – March 28, 2016**

The regular meeting of the Loveland Downtown Development Authority Board of Directors was held at 6:30 p.m. on March 28, 2016 at the LDP-DDA Offices, 350 N. Cleveland Ave., Loveland, CO

1. **Call to Order:** Chair Caldwell called the meeting to order at 6:10 p.m.

2. **Roll Call:**

Present: Rutledge, Goacher, Caldwell, Cook, Fogle

Absent: Donnelly

Staff: Wedding-Scott, Executive Director

City Employee: Mike Scholl, Economic Development Manager;

Guest/s: Ray Steel, Business Owner; Susan Grafton, Loveland Economic Development Director; Sheryl Trent, SBrand and Harrison Hand, Resident

3. **Public Comment:**

4. **Approval of Minutes:**

Fogle moved to approve the meeting minutes from March 14, 2016, Cook seconded the motion; the motion carried.

5. **Presentations/Updates:**

So. Catalyst Project: Mike Scholl, City of Loveland Economic Development Manager, presented an update on the S. Catalyst Project. Scholl announced demolition for the project is moving forward as anticipated and will begin in April. Bids received that day were under budget. The movie theatre and parking structure are still in the concept plans for the project.

Strategic Plan Presentation: Sheryl Trent presented the final LDP Strategic Plan, and the joint Strategic Plan for the Downtown District. Trent recommended a review of the document every 3 to 6 months to add any changes. The document will be sent electronically to track any changes.

Branding: Wedding-Scott presented the final version of the LDP|DDA Branding logo finalized by Lori Evans, graphic artist. A request was made to brighten the word 'Loveland' in the logo design. *Rutledge moved to approved the final Branding logo, Fogle seconded the motion; the motion carried.*

6. **Façade Program & Updates:**

Bronze Services of Loveland – Wedding Scott advised the Board, the Bronze Services of Loveland application is pending and a revised application is currently underway.

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Howard Perko/ Arcadia (Opera House) – Perko is requesting additional funds for the Arcadia; the request is currently under review.

Elks: Previous LURA grant. The Elks Lodge is looking for an extension on the contract.

7. Action Items:

Fogle moved to nominate to the City Council of the City of Loveland the Board appointment of Ray Steele, Jr. to fill the vacant and unexpired term ending June 30, 2017, Rutledge seconded the motion; the motion carried.

8. Staff & Executive Director Report (Wedding-Scott):

Wedding-Scott announced the Catalyst Demolition Outreach meeting was rescheduled due to the snow storm and will take place on March 31, 2016 from 7:30 a.m. to 9:30 a.m.

Wedding-Scott announced the Catalyst Public Outreach – Night on the Town will be held on April 8, 2016 from 6:00 p.m. to 8:00 p.m. at the LDP|DDA and the next Business Breakfast will be on the Community Behavioral Health Initiative on April 28, 2016 from 7:30 a.m. to 9:00 a.m. (please note: topic and date have since changed).

9. Other Matters: Caldwell welcomed Susan Grafton, the new City of Loveland, Director of Economic Development and she provided a short introduction.

10. Liaison Reports:

- City Council: None.

11. Agenda Items for Upcoming Meetings:

- Interagency Service Agreements (Draft) – Not yet ready for review.
- Sub-Lease Agreement w/ DDA, DLA & Chamber (Finalizing & Routing) – Wedding-Scott advised the Board that the DLA has requested staffing to be included in their Sub-Lease agreement; Caldwell, Chairman Johnson, and Wedding-Scott will meet with members of the DLA to further discuss.
- **Presentation – Larimer County Assessor's Office – Property Tax TIF (April 25th @ LDP Meeting).**

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12. **Adjourn:** *Caldwell moved to adjourn the meeting, Goacher seconded the motion; the motion carried.*

The meeting adjourned at 9:11 p.m.

Sharon Cook, Secretary

Date